

**Hanover Advisory Committee**  
**550 Hanover Street**  
**Hanover, MA 02339**  
Meeting Minutes  
Wednesday, April 29, 2015 7:00pm

**Opening:**

The meeting was opened at 7:02 p.m. by Chris Martin, Chairman.

**Committee Attendees:**

Chris Martin	Wayne Moores
Donald White	Helen Graves
Jerry O’Hearn	Sandra Hayes
Joan Port-Farwell	Angela Blanchard

**Absent:**

Edward Hickey

**Other Attendees:**

Ms. Janine Smith, Director of Municipal Finance

**Review of Meeting Minutes:**

*Wednesday, April 22, 2015* – Joan Port-Farwell noted that the Town Moderator’s last name is spelled “Thomson” not “Thompson”. The correction was made. Sandra Hayes made a motion to accept the minutes as amended. Joan Port-Farwell seconded the motion. All were in favor and the motion passed.

**Warrant for Special Town Meeting Commentary Review:**

**Article 1 – Payment of Prior Year Expenditures:** The words “in the chart shown” were added to the commentary. Jerry O’Hearn made a motion to accept the commentary as amended. This was seconded by Wayne Moores. All were in favor and the motion passed.

**Article 2 - Transfer Funds For Snow & Ice Expenses:** Angela Blanchard made a motion to accept the commentary as written. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

**Article 3 – Appropriate Funds – Water Quality:** Helen Graves made a motion to accept the commentary as written. This was seconded by Angela Blanchard. All were in favor and the motion passed.

**Article 4 – Appropriate Funds – Replace/Reinforce Water Main:** Joan Port-Farwell made a motion to accept the commentary as written. This was seconded by Wayne Moores. All were in favor and the motion passed.

**Article 5 – Transfer Meals Tax to Other Post-Employment Benefits (OPEB):** Sandra Hayes made a motion to accept the commentary as written. This was seconded by Angela Blanchard. All were in favor and the motion passed.

**Article 6 – Appropriate Funds – Ames Way Facility:** The words “while an overall plan for a comprehensive DPW facility is developed” were deleted from the commentary. Jerry O’Hearn made a motion to accept the commentary as amended. This was seconded by Sandra Hayes. All were in favor and the motion passed.

**Article 7 – Appropriate Funds – Radio Infrastructure:** Helen Graves made a motion to accept the commentary as written. This was seconded by Sandra Hayes. All were in favor and the motion passed.

**Article 8 – Appropriate Funds – Storm Response:** Helen Graves made a motion to accept the commentary as written. This was seconded by Angela Blanchard. All were in favor and the motion passed.

**Article 9 – Appropriate Funds – Emergency Proceeds:** Joan Port-Farwell made a motion to accept the commentary as written. This was seconded by Wayne Moores. All were in favor and the motion passed.

**Article 10 – Insurance Proceeds – High School Boiler:** Angela Blanchard made a motion to accept the commentary as written. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

**Article 11 - Insurance Proceeds – Cupola:** Angela Blanchard made a motion to accept the commentary as written. This was seconded by Sandra Hayes. All were in favor and the motion passed.

**Article 12 – Appropriate Funds – Hanover Schools:** Sandra Hayes made a motion to accept the commentary as written. This was seconded by Jerry O’Hearn. All were in favor and the motion passed.

**Article 13 – Lease for Installation of Solar Panels:** Commentary for this article was proposed by Helen Graves. Donald White made a motion to accept the proposed commentary. This was seconded by Angela Blanchard. All were in favor and the motion passed.

**Article 14 – Appropriate Funds – South Shore Community Action Council:** Commentary for this article was proposed by Helen Graves. Joan Port-Farwell made a motion to accept the proposed commentary. This was seconded by Sandra Hayes. All were in favor and the motion passed.

**Article 16 – Transfer Funds to Stabilization Account:** Jerry O’Hearn made a motion to accept the commentary as written. This was seconded by Wayne Moores. All were in favor and the motion passed.

**Article 17 – Transfer Funds to Capital Stabilization Account:** Joan Port-Farwell made a motion to accept the commentary as written. This was seconded by Helen Graves. All were in favor and the motion passed.

**Warrant for Annual Town Meeting Motion and Commentary Review:**

**Article 14 – Special Education Expenses:** Commentary for this article was proposed by Helen Graves. Joan Port-Farwell made a motion to accept the proposed commentary. This was seconded by Angela Blanchard. All were in favor and the motion passed.

**Article 15 – Appropriate Funds – New Math Curriculum:** Commentary for this article was proposed by Helen Graves. Sandra Hayes made a motion to accept the proposed commentary. This was seconded by Angela Blanchard. All were in favor and the motion passed.

**Article 27 – Appropriate Funds – Cedar School Roof:** Commentary for this article was proposed by Helen Graves. Sandra Hayes made a motion to accept the proposed commentary. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

**Article 28 – Appropriate Funds – Install Safety Bollards Middle School:** Commentary for this article was proposed by Helen Graves. Angela Blanchard made a motion to accept the proposed commentary. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

**Article 29 – Appropriate Funds – Stetson House – Upgrade Electric Service:** Commentary for this article was proposed by Helen Graves. Angela Blanchard made a motion to accept the proposed commentary. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

**Article 33 - Appropriate Funds – John Curtis Library – Repair Window Curtain Wall:** Joan Port-Farwell made a motion to accept the commentary as written. This was seconded by Jerry O’Hearn. All were in favor and the motion passed.

**Article 34 - Appropriate Funds – Upgrade Door Locks – Town Buildings:** Commentary for this article was proposed by Helen Graves. Angela Blanchard made a motion to accept the proposed commentary. This was seconded by Sandra Hayes. All were in favor and the motion passed.

**Article 38 – Appropriate Funds – Technology Upgrades:** Donald White made a motion to accept the commentary as written. This was seconded by Wayne Moores. All were in favor and the motion passed.

**Article 50 - Dog Park - Land/Committee:** Sandra Hayes made a motion to accept the commentary as written. This was seconded by Donald White. All were in favor and the motion passed.

**Article 54 - Amend General Bylaw 6-10 Section 8:** Angela Blanchard made a motion to accept the commentary as written. This was seconded by Donald White. All were in favor and the motion passed.

**Article 55 - Dog License Late Fees:** Joan Port-Farwell made a motion to accept the commentary as written. This was seconded by Sandra Hayes. All were in favor and the motion passed.

**After much discussion regarding commentary for Community Preservation articles, the same commentary was proposed for each article with slight variations. It was also decided that a supplemental handout with the full length commentary be provided for residents at the Annual Town Meeting. (see attachment)**

**Article 40 – Appropriate Funds – Veterans Honor Garden:** Donald White made a motion to reopen the article for consideration. This was seconded by Wayne Moores. All were in favor and the motion passed. Helen Graves made a motion to amend the motion to read “We move to refer this article back to the Community Preservation Committee for further study.” This was seconded by Donald White. All were in favor and the motion passed. Joan Port-Farwell made a motion to accept the commentary as “The Advisory Committee believes that the Town’s interests are best served by referring the Community

*Preservation Act funded articles back to the CPC. We believe there should be long-term planning, prioritization, policy-making, and savings on the part of the Community Preservation Committee before going forward with more expenditures. We conducted a site visit to the proposed site of the Veteran's Honor Garden. We recommend that the applicants re-site and restructure the garden as we found the location at the corner of Center and Hanover Streets too small, too dangerous, and too difficult for handicapped access."* This was seconded by Jerry O'Hearn. All were in favor and the motion passed.

**Article 41 – Appropriate Funds – Town Hall Restoration:** Donald White made a motion to reopen the article for consideration. This was seconded by Joan Port-Farwell. All were in favor and the motion passed. Helen Graves made a motion to amend the motion to read *"We move to refer this article back to the Community Preservation Committee for further study."* This was seconded by Jerry O'Hearn. All were in favor and the motion passed. Joan Port-Farwell made a motion to accept the commentary as *"The Advisory Committee believes that the Town's interests are best served by referring the Community Preservation Act funded articles back to the CPC. We believe there should be long-term planning, prioritization, policy-making, and savings on the part of the Community Preservation Committee before going forward with more expenditures. We conducted a site visit to the Town Hall. While we believe the preservation of Town Hall belongs among the top priorities for the spending of Community Preservation Act funds, we feel that building conditions will not significantly deteriorate if the project is postponed."* This was seconded by Sandra Hayes. All were in favor and the motion passed.

**Article 42 – Appropriate Funds - First Congregational Church – Windows:** Donald White made a motion to reopen the article for consideration. This was seconded by Sandra Hayes. All were in favor and the motion passed. Helen Graves made a motion to amend the motion to read *"We move to refer this article back to the Community Preservation Committee for further study."* This was seconded by Angela Blanchard. All were in favor and the motion passed. Angela Blanchard made a motion to accept the commentary as *"The Advisory Committee believes that the Town's interests are best served by referring the Community Preservation Act funded articles back to the CPC. We believe there should be long-term planning, prioritization, policy-making, and savings on the part of the Community Preservation Committee before going forward with more expenditures. We conducted a site visit to the Congregational Church. We do not believe the church windows are in need of replacement at this time."* This was seconded by Sandra Hayes. All were in favor and the motion passed.

**Article 43 – Appropriate Funds – Restore Horse Drawn Fire Wagon:** Angela Blanchard made a motion to reopen the article for consideration. This was seconded by Donald White. All were in favor and the motion passed. Helen Graves made a motion to amend the motion to read *"We move to refer this article back to the Community Preservation Committee for further study."* This was seconded by Joan Port Farwell. All were in favor and the motion passed. Sandra Hayes made a motion to accept the commentary as *"The Advisory Committee believes that the Town's interests are best served by referring the Community Preservation Act funded articles back to the CPC. We believe there should be long-term planning, prioritization, policy-making, and savings on the part of the Community Preservation Committee before going forward with more expenditures. Furthermore, we believe the Hanover Historical Society should fund this article."* This was seconded by Angela Blanchard. All were in favor and the motion passed.

**Article 44 – Appropriate Funds - Veteran’s Database:** Donald White made a motion to reopen the article for consideration. This was seconded by Joan Port-Farwell. All were in favor and the motion passed. Angela Blanchard made a motion to amend the motion to read *“We move to refer this article back to the Community Preservation Committee for further study.”* This was seconded by Sandra Hayes. All were in favor and the motion passed. Joan Port-Farwell made a motion to accept the commentary as *“The Advisory Committee believes that the Town’s interests are best served by referring the Community Preservation Act funded articles back to the CPC. We believe there should be long-term planning, prioritization, policy-making, and savings on the part of the Community Preservation Committee before going forward with more expenditures. Furthermore, we believe the Hanover Historical Society should fund this article.”* This was seconded by Angela Blanchard. All were in favor and the motion passed.

**Article 45 - Appropriate Funds - Honor Garden:** Angela Blanchard made a motion to accept the commentary as identical to the commentary of Article 40. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

**Article 46 - Appropriate Funds - Town Hall Restoration:** Sandra Hayes made a motion to accept the commentary as identical to the commentary of Article 41. This was seconded by Wayne Moores. All were in favor and the motion passed.

**Article 47 - Appropriate Funds - First Congregational Church – Windows:** Helen Graves made a motion to accept the commentary as identical to the commentary of Article 42. This was seconded by Sandra Hayes. All were in favor and the motion passed.

**Article 48 - Appropriate Funds - Restore Horse Drawn Fire Wagon:** Helen Graves made a motion to accept the commentary as identical to the commentary of Article 43. This was seconded by Sandra Hayes. All were in favor and the motion passed.

**Article 49 - Appropriate Funds - Veterans Database:** Helen Graves made a motion to accept the commentary as identical to the commentary of Article 44. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

### **Schedule for next meeting**

The Advisory Committee will have their next meeting on Monday, May 4<sup>th</sup> at 6:30 pm at the Hanover High School just prior to the start of the Annual Town Meeting at 7:00 pm. A previously scheduled meeting for Thursday, April 30<sup>th</sup> will be cancelled.

### **Adjournment**

Sandra Hayes made a motion to adjourn. The motion was seconded by Joan Port-Farwell. All were in favor, and the meeting adjourned at 9:53 PM.

### **(CPC commentary attachment)**

*The Advisory Committee believes that the Town’s interests are best served by referring the Community Preservation Act funded articles back to the CPC. We believe there should be long-term planning, prioritization, policy-making, and savings on the part of the Community Preservation Committee before going forward with more expenditures. CPA funding is a 3-percent surcharge on the Hanover property tax bill. Since fiscal 06, Hanover property owners have paid nearly \$3.9 million into the fund. The state*

*has contributed nearly \$1.6 million. Although the original act was supposed to provide dollar for dollar matching funds, the percentage has averaged less than 40 percent. We are currently paying \$450,000, or half of our annual CPA assessment, on bonds for Forge Pond Park, bonds that we cannot pay off early. It is important to note that the CPA and Town By-Laws allow for CPA funds to be set aside for future projects. The State match is tied to the Town collecting CPA funds, not spending them. Thus, there is no disincentive to create a CPA "savings account" for future needs and goals. When the Town adopted By-Laws necessary to implement the CPA it came with requirements that the CPC consult with existing municipal boards to evaluate the needs, possibilities and resources of the Town regarding community preservation. This sort of forward-looking study, goal setting and prioritization is an essential part of what Town Meeting voters approved when the Town adopted the CPA By-Laws. When the Advisory Committee met with the CPC, they indicated that their approach is to evaluate the proposals as applicants submit them without considering future community preservation goals or needs of the Town. The result of this approach is that Town Meeting voters are left deciding how tax dollars are spent based on a series of proposals presented in a vacuum. The Advisory Committee is concerned that by skipping the planning, prioritization and policy-making components of the review process, CPC recommended proposals are being presented to the Advisory Committee and Town Meeting voters without sufficient information to adequately consider the overall best interests of the Town. While recognizing that several of the proposed CPA-funded capital articles have merit, we recommend that none be approved at this Town Meeting. The intent is simply to pause all such expenditures until such time as the CPC has an opportunity to meet with existing municipal boards and interested parties to develop a more forward-looking approach for the use of CPA funds to ensure that community preservation goals and objectives are established, proposals are prioritized, and the long-term capital needs of the Town are considered. Even without the benefit of a well-considered, current study of the Town's needs, possibilities and resources regarding community preservation, the Advisory Committee is aware of several large projects on the horizon that likely would qualify for CPA funding. One such example, would be renovating the historic Sylvester School should the town keep the building once it is no longer used as a school. Another example is the potential opportunity to acquire open land from Cardinal Cushing should they elect to sell a large parcel. There are likely many other future priorities that would be identified through appropriate consideration and study. Without proper planning and financial management for CPA eligible projects, the Town could be required to approve a capital override.*